



**HEADQUARTERS NEW JERSEY ARMY AND AIR NATIONAL GUARD
NEW JERSEY DEPARTMENT OF MILITARY AND VETERANS AFFAIRS**

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ARMY BULLETIN NO. 18 (Change 1)


24 May 2002

ENLISTED SEPARATIONS (DPCS-EP)

1. Army Bulletin No. 18, Enlisted Separations (DPCS-EP), 16 May 2002, is changed as follows:
 - a. Remove Enclosure 1 (Instruction for Completion of NJDMAVA Form 25)
 - b. Insert Enclosure 1 (Instruction for Completion of NJDMAVA Form 25), dated 24 May 2002
2. File this change in front of the bulletin for reference purposes.
3. Questions regarding this bulletin should be addressed to MSG Cora Byrd at Commercial (609) 562-0698 or DSN 944-0698.

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1 Encl

1. Instruction for Completion of NJDMAVA Form 25

INSTRUCTION FOR COMPLETION OF NJDMAVA FORM 25

Block #1-8 Self explanatory

Block #9 Requested date of termination (This date must be later than the soldier's last Unit Training Assembly UTA)

Block #10 Soldier's ETS date

Block #11 Soldier's last address and phone

Block #12 As applicable

Block #13 As applicable

Block #14 Authority and narrative reason for discharge

Block #15 Name, Title, and phone number of unit representative

Block #16-18 As applicable

Block #19 Name, rank and phone number of FTS representative who last made contact with soldier. Additional remarks will include date, method of contact and a brief summary of the conversation.

Block #20 Self explanatory

NJDMAVA FORM 25 IS AVAILABLE ON-LINE FROM THE DMAVA WEBSITE AT THE FOLLOWING URL (Web Address). FORMS ARE IN ELECTRONIC ADOBE PDF FORMAT AND MAY BE COMPLETED ON YOUR PC, DOWNLOADED AND/OR PRINTED:

<http://www.state.nj.us/military/publications/forms.html>